

**Job Opportunity
With the
California Institute for Regenerative Medicine**

Position: **Director, Scientific Program and Review (this is an EXEMPT position)**

Salary: The salary will be established using comparable salaries for equivalent positions within the University of California. It is estimated that the starting salary will be approximately \$160,000.

Benefits: All normal benefits available to employees of the State of California, including, Medical and Dental, Paid Holidays, etc.

Location: California Institute for Regenerative Medicine
5858 Horton Street, Suite 455
Emeryville, CA 95608

NOTE: THIS IS A TEMPORARY LOCATION. A PERMANENT LOCATION WILL BE ESTABLISHED IN THE NEXT SIX MONTHS. APPLICANTS SHOULD BE WILLING TO RELOCATE. RELOCATION EXPENSES WILL BE AVAILABLE.

Contact: Walter Barnes
Chief Administrative Officer and Controller
(510) 450-2418

Eligibility: Individuals must be able to document that they meet the minimum qualifications listed below.

How to Apply: Please submit a completed Standard 678 State Application and a resume that specifically documents your compliance with the Minimum Requirements and how you meet the Desirable Qualifications to:

California Institute for Regenerative Medicine
P.O. Box 99740
Emeryville, CA 94662-9740
Attention: Zach Hall, Ph.D.

Final Filing Date: Until Filled.

California Institute for Regenerative Medicine (CIRM)

DUTY STATEMENT

Director of Scientific Programs and Review Activities

Under general direction of the President of CIRM, the Director is responsible for the scientific program of CIRM and the review of applications for funding under Proposition 71. A staff of 15-20 scientific and technical persons will perform these activities and report to the Director. Serves as the Chief advisor to the President of CIRM, the Chair of the Independent Citizens Oversight Committee (ICOC) and its members regarding scientific initiatives of the Institute and other public and private agencies.

The duties and responsibilities of the Division and additional duties of the Director, the working conditions and the minimum requirements and desirable qualifications are as follows:

Division of Scientific Programs and Review

- Recruits, hires and directs the scientific and technical and support staff of the Scientific and Program Review Division.
- Prepares a Grants Management Policy for review and approval to the ICOC.
- Formulates, writes and issues Requests for Applications and/or Requests for Proposals for scientific grants and loans.
- Oversees the scientific review of applications for funding. This includes, organizing the meetings of the statutory Working Groups for Review, assembling materials for these meetings and preparing written statements summarizing the review of each application.
- Preparing and presenting materials supporting the recommendations of the Working Groups to the ICOC at its regular meetings.
- Documents the ICOC decisions in responses to applicants, including any modifications deemed necessary and enters into negotiation with applicants approved for funding. Issues grant or loan award notifications and executes agreements with the applicants approved for funding.
- With the financial management of the CIRM, monitors compliance with fiscal and programmatic requirements by applicants that receive funding. Initiates corrective action under the terms of the agreement when appropriate.
- Tracks and documents final results of all awards and loans.

Other Responsibilities of the Director

- Stays informed about the progress of research in the stem cell field and biomedical applications within the United States as well as abroad.
- Tracking the policies and initiatives of the federal government, other states, and private foundations that have a bearing on stem cell research.
- Representing the CIRM at scientific meetings and in discussions with representatives of other public and private scientific and granting institutions.
- Participating in the strategic planning and prioritization of CIRM activities.
- Other duties as may be required to further the goals of the ICOC and CIRM.

Working Conditions

- Be available to work outside of normal business hours.
- Be able to travel statewide, nationally, and internationally as necessary.
- Be willing to relocate to the new permanent site, with relocation expenses, within six months of being appointed.

Minimum Requirements

Education and Experience:

- Possession of a M.D., Ph.D. or equivalent degree in biomedical research or a related area.
- At least five years of scientific leadership either as a Principal Investigator or as a Project Leader in the biomedical industry.
- At least three years of experience in administrative/management of scientific research programs, including the award and oversight of funding through grants. This can be within a public or private organization.

Desirable Qualifications

Background and Knowledge of:

- Research in stem cell biology, developmental biology and/or tissue engineering.
- Biomedical applications of stem cell research.
- Patent, technology transfer and legal issues involved in stem cell research.
- Ethical issues involved in stem cell research.
- Regulations and policies that have an impact on stem cell research and applications, such as those under the National Institute of Health and the Food and Drug Administration.
- National and international policies and regulations, as well as ongoing activities and collaborations in the fields of stem cell biology, nuclear transfer technology, tissue engineering and endogenous tissue genesis.

Skills and Abilities:

- Organize workshops and conferences directed at exploring the state of the science of stem cell technology and to identify results, gaps and opportunities in the field.
- Have the respect and confidence of experts from the scientific, technical and medical fields regarding stem cell research and application.
- Craft initiatives to target the funding of specific areas of biomedical research.
- Write, review and edit scientific, technical and medical reports.
- Develop meaningful tracking systems to review and evaluate progress in grants and loans approved by the ICOC and administered through the CIRM.

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| <p>The CIRM is committed to providing equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, gender, disability, religious or political affiliation, age, or sexual orientation.</p> |
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